

President's Leadership Team Key Points of Focus for Month

- Attained Board of Directors approval through Unanimous Consent Resolution for creation of SMCS Foundation
- Final preparation of 2018-19 budget; received endorsement from Finance Committee
- Continued enrollment work through engagement with small key stakeholder group
- Finalized Aquinas program components, including assessment and marketing plan
- Interviewed four candidates for Communications Coordinator role; offer made
- Interviewed one candidate for HS Principal
- Re-working contracts for Maintenance/Housekeeping workers with Building Services Group
- Supported process of high school conference potential movement to CWC
- Team coverage for administrators out on leave and vacation
- Started remodeling process for HS commons; working on concept generation and scope of project
- Personally audited year end payroll; complications with new payroll service due to January 15 MLK holiday

HR/Safety/Wellness

Staffing

- Looking for sub teachers (hired one since Dec.), food service aides (hired one since Dec.), 4th grade teacher @ St. Gabriel (.5), Communications Coordinator (interviews with four candidates; offer extended), SMCHS Principal (interview this week)
- Working on bringing Joe Roth onto our payroll and outsource (BSG) Mark Seif's position as he retires in June
- Letters of intent are being prepared for February 1 distribution

Admissions/Recruitment & Retention

- Early registration closes on January 31; Ahead of targets; as of January 15, 2018, for 2018-19:
 - SMCS Retention for transition grades:
 - Kindergarten from Pre4 - 46 of 59; 78%
 - 6th Grade from 5th – 48 of 55; 87%
 - 9th Grade from 8th – 53 of 66; 80%
 - SMCS Retention for all grades
 - Elementary K-5: 225 of 336 registered; 67%
 - MS: 111 of 167 registered; 66%
 - HS grades: 146 of 227 registered; 64%
- January 16, 2018 – Elementary School Showcase events at each of the 3 elementary schools
 - SMM: STEM
 - SM: Enrichment & Engaged Learning
 - SG: Literacy
- Early Childhood Treasure Hunt
 - Saturday, January 27 9:30-10:30 a.m. at each elementary school campus
- Girls Basketball Grade School/Middle School Night
 - Thursday, January 25
- Exhibiting at Go Valley Kids Family Resource Fair on Sunday, January 28 – new for SMCS

Fine Arts

- "Z-CABARET" fine arts fundraiser will feature SMCS alumni and fine arts supporters in a variety show as guests sit on stage of the FAEC for a table side view of the show on February 9 & 10
- Clash of the Choirs on January 27 hosted for second year at FAEC

Fund Development & Alumni Relations

Annual Fund: YTD = \$127,739, just ahead of LY

- Alumni activities coming up to increase AF awareness, along with letter in March, and personal meetings happening every month

Events:

- Winter Escape, *Dueling Pianos* Friday 1/26. Tickets still available. Register online or at SM office
- Wines around the World, *Night on the Town* Saturday 2/24. Tickets available on line or at SMM office
- Zephyrfest, Saturday 4/21. Toured the new Fox Cities Exhibition Center and it will be a VERY exciting venue!

Other Fund Development Efforts:

- Raised \$3,500 from SMC Athletic Hall of Fame members, alumni and SMC friends to purchase a new (and badly needed) score table for the SMC gym. Working to finish funding for that project by raising \$3,000 for new (also needed!) folding chairs for teams.
- Foundation Update: Meeting today to review the 'next steps' now that the Consent Resolution has passed and the Diocese has approved this direction.
- Zephyrs Legacy Society: Created structure and benefits for new program and will be communicating with prospective members yet in Q1.
- Positive planned giving meetings a result of our relationship-building emphasis over the past few years.